

HEARST *television inc***RECEIVABLES CREDIT/DEBIT MEMO FORM**

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	January 8, 2013	
Station:	WGAL	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Campaign Group	
Advertiser:	DePasquale	
Invoice #	969014	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 100.00
	Adjustment to Net Billing	\$ 85.00
AE Name:	Mary Tricoli	
SM Name:	Sally Rodgers	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

Revised invoice required? _____

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: _____ by _____

1/8/13 1:04 PM

2012 GENERAL ELECTION

Advertiser:

DePasquale/R/

Agency:

Campaign Group

Rep:

Mary Tricoli
610-293-4105

Contract #	Flight Dates	Gross Contract	Net Contract	Check # and Date	Check \$	Net Diff \$	Gross Diff \$	Rolling Gross Diff \$	Comments
968536	10/30-11/6	\$8,200.00	\$6,970.00	#44238 10/31	\$5,355.00	\$1,615.00	\$1,900.00	\$1,900.00	traffic error 5a 10/31, spot credited
969014	11/1-11/5	\$11,000.00	\$9,350.00	#44326 10/31	\$7,055.00	2,295.00	2,700.00	4,600.00	traffic error 10/30 6p, spot credited
				credit 11/2	\$340.00	(340.00)	(400.00)	4,200.00	
				credit 11/2	\$1,190.00	(1,190.00)	(1,400.00)	2,800.00	
				credit 11/5	\$2,295.00	(2,295.00)	(2,700.00)	100.00	
		\$19,200.00	\$16,320.00		\$16,235.00	85.00			

Step 1, please write credit adjustment. Error in my down during Hurricane coverage.